

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, August 20, 2025 Meeting

FASC Members:

Nathaniel Salman (Chair)
Robin Wilt
William Moehle
Earl Johnson (Staff to the Committee)

Other Town Councilmembers:

Christine Corrado

Department Heads/Other attendees:

Chief Catholdi (Police)
Bill Haefner (DPW)
Glen Layton (Public Works)
Sara Krusenstjerna (Supervisor)

The Town Board's Finance and Administrative Services Committee (the FASC) met at 8:35 a.m. and reviewed all contractual, procurement, finance and/or budget, and personnel related matters referred by Town departments and is prepared to make recommendations to the full Town Board as follows:

Approval of Minutes: Approval of Minutes – Received and filed the minutes of the August 6, 2025 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Request for Town Board to approve the Town Court to pursue a 2025-2026 Justice Court Assistance Program Grant (JCAP) for courtroom equipment (Town Court) – The FASC reviewed a request from Lisa Pavlovych for Town Board action to approve the Town Court to pursue a grant opportunity with JCAP in order to purchase 8 Mil Safety & Security Film for the Court's exterior windows making them resistant to shattering from impacts like break-ins, storms and accidents (see letter from L Pavlovych).

FASC recommends the Town Board take favorable action on this matter.

Contracts and Contract Change Orders:

Request for Town Board to authorize the Town Supervisor to sign an IN/Ex Architecture change order to subcontract a GPR Survey to document utilities and underground voids which would exceed the approved 10% authorization (DPW) – The FASC reviewed a request from Ken Hurley for the Town Board to authorize the Town Supervisor to sign an IN/Ex Architecture change order for \$13,975.00 to subcontract a GPR Survey to document utilities and underground voids which would exceed the approved 10% authorization to exceed the base bid (see letter from K. Hurley).

FASC recommends the Town Board take favorable action on this matter.

Request for Town Board action to authorize the Supervisor to execute a contract with Durable Demolition LLC for removal and disposal of the demolition debris at 185 Kimbark Road based upon bid results awarding them as the low, responsible and responsive bidder (Public works) – The FASC reviewed a request from Chad Roscoe for Town Board action to authorize the Supervisor to execute a contract with Durable Demolition LLC for removal and disposal of the demolition debris at 185 Kimbark Road based upon bid results awarding them as the low, responsible and responsive bidder in the amount of \$39,286 with change orders of up to 10% (see letter from C. Roscoe).

FASC recommends the Town Board consider favorable action on this matter depending upon the outcome of discussions with Monroe County as the bid is good for 60 days through October 10, 2025.

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

No matters for this meeting.

Other Matters for Action of the Town Board:

Request for Town Board to authorize the Town Supervisor to sign any necessary documents to execute the five-year renewal of the Intermunicipal Co-operative Purchasing Agreement with Monroe County including approving the attached resolution (Finance) – The FASC reviewed a request from Earl Johnson for the Town Board to authorize the Town Supervisor to sign any necessary documents to execute the five-year renewal (Sept 1, 2025 through August 31, 2030) of the Intermunicipal Co-operative Purchasing Agreement with Monroe County for the purchase of gas and electric for Town facilities and special districts including approving a board resolution (see letter from E. Johnson).

FASC recommends the Town Board take favorable action on this matter.

Request for the Town Board to authorize the Town Supervisor to sign an intermunicipal agreement with Monroe County DOT for the purpose of the installation of sidewalks along Allens Creek, Clover Street, Elmwood Avenue, Edgewood Avenue and Westfall Road (Public Works) – The FASC reviewed a request from Chad Roscoe for the Town Board to authorize the Town Supervisor to sign an intermunicipal agreement with Monroe County DOT and provide a town board resolution for the purpose of the installation of sidewalks along Allens Creek, Clover Street, Elmwood Avenue, Edgewood Avenue and Westfall Road as described in Sidewalk Applications Numbers 1 & 2 (see letter from C Roscoe).

FASC recommends the Town Board take favorable action on this matter.

Other Matters for Discussion Only:

Town Hall Renovation progress update (brief update of progress provided (no materials)).

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Sessions:

FASC entered into Executive Session at 9:15 am for a discussion regarding the employment of a particular person.

FASC adjourned the Executive Session returning to Open Session at 09:25 am.

Chair Nathaniel Salzman adjourned the meeting at 09:25 am.

The next regularly scheduled meeting of the FASC will be held on

Wednesday, September 3, 2025 at 8:30 AM

In ROOM #159 at Empire State University, 680 Westfall Road.

All members of the public are invited to attend FASC meetings.

****AS PER THE UPDATED SCHEDULE****